

Milwaukee Area Domestic Animal Control Commission

(MADACC)

3839 W Burnham St

West Milwaukee, WI 53215

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OPERATIONS COMMITTEE MINUTES

Meeting of July 15, 2014 – 1:00pm

Meeting held at:

MADACC

3839 W Burnham St

West Milwaukee, WI 53215

Members Present: Mr. Ronald Hayward, Village of West Milwaukee
Mr. Michael Weber, Village of Hales Corners
Mr. Don Schaewe, City of Milwaukee
Mr. Eric Pearson, City of Milwaukee

Excused: Mr. Derik Summerfield, City of Wauwatosa
Mr. Chris Swartz, Village of Shorewood

Staff Present: Ms. Karen Sparapani, Executive Director, MADACC
Ms. Laura Proeber, Operations Manager, MADACC
Mr. John McDowell, Field Supervisor, MADACC
Ms. Laura Nigbur, Volunteer/Community Outreach Coordinator, MADACC

1. Roll Call

The meeting was convened at 1:00pm roll call was taken by Ms. Proeber and members in attendance; absent and excused were noted.

2. Public Comment

Ms. Kathy Pobloskie, Director of Lost Dogs of Wisconsin, reported her agency has helped 1,004 lost dogs reunite with their families.

Ms. Pobloskie stated she had sent an email to Ms. Sparapani with concerns regarding a dog (A281263) that was admitted to MADACC on June 5th. Ms. Pobloskie noted the finder of the animal was interested in adopting the dog. Ms. Pobloskie read through a memo attached to the dog's record obtained through an open records request. The memo stated the dog had failed an evaluation test and would not be available for adoption. The finder of the dog called June 12th to follow up on the adoption request and was told the dog was euthanized.

3. Approval of Minutes

- a. Meetings of May 20, 2014 and June 17, 2014

After a brief discussion, a motion was made by Mr. Weber and seconded by Mr. Schaewe to approve the minutes of the meetings held of May 20, 2014 and June 17, 2014 as submitted.

The motion passed unanimously.

4. Executive Director's Report

a. Statistical Update – June 2014

Ms. Sparapani reported Admissions down for the month and year.

Ms. Sparapani reported cat Adoptions were down for the month of June, but Transfers were up by almost 100 cats.

Ms. Sparapani reported Euthanasia down 6% for the month and 9% for the year.

Ms. Sparapani reported Transfers to WHS up from 67 to 114 animals for the month of June and Transfers to EBHS up from 19 to 78 animals.

Mr. Pearson questioned if there was a reason dog Admissions were down for the month/year. Ms. Sparapani reported MADACC is returning more dogs in the field if wearing identification.

After discussion, a motion was made by Mr. Schaewe and seconded by Mr. Weber to approve the statistical report for the month of June 2014 as submitted. The motion passed unanimously.

b. Operational Update

Ms. Sparapani reported working on the late fee amnesty project. Ms. Sparapani confirmed 12 municipalities were on board with the program. Mr. Weber questioned how the amnesty program was going to roll out. Ms. Sparapani stated MADACC would initiate all communications including flyers for the municipalities, local television appearances and through neighborhood associations.

Ms. Sparapani noted several dogs wearing licenses were returned in the field over the holiday, July 4th. With the office closed for the holiday, MADACC Vet Techs returned animals with identification to owner's to reduce admissions and save kennel space.

c. Supervisor's Report

Ms. Proeber reported no current issues with the building or mechanicals.

Ms. Proeber reported working with Ms. Sparapani to get the 2015 budget ready.

Ms. Nigbur reported more volunteers have been added to help with adoption events.

Mr. Pearson questioned the total number of volunteers at MADACC. Ms. Nigbur stated there are currently 130 active volunteers, who volunteer at least one day a month, and another 245 volunteers, who volunteer at least once a quarter, in the system.

Mr. McDowell reported on upcoming safety classes.

Mr. McDowell reported overtime for his department is up with one officer still out on medical.

d. Friends of MADACC Update

Ms. Sparapani reported FOM will have a booth at the Vest a Canine event, July 26th, at MECA.

Ms. Sparapani reported FOM is sponsoring an event with MADACC to provide low cost vaccines and microchips at Washington Park.

5. Treasurer's Report

a. Financial Statements –June 2014

Mr. Pearson reported a General Fund balance of \$1,860,423 in June, with an excess of revenues over expenditures for the year of \$629,752.

Mr. Pearson reported revenues in Intergovernmental at 73.01%, License and Fees at 78.72%, Public Charges for Services at 48.99%, Commercial Revenues at 23.37% and Other Revenues at 83.03% of budget. Mr. Pearson noted Impound Fees, Board Fees and Adoptions Fees down for the year, potentially due to the decrease in admissions. Overall, Revenues are at 70.16% of budget.

Mr. Pearson reported expenses in Personnel Services Costs at 45.52%, Contracted Services at 51.25%, Municipal Services and Deposits at 49.19%, Materials and Supplies at 42.30% and Capital Outlay at 64.40% of budget. Mr. Pearson noted Natural Gas running high at 75% of budget and PILOT at 100% as it is paid up front. Overall, Expenses are at 46.61% of budget.

After a brief discussion, a motion was made by Mr. Schaeve and seconded by Mr. Weber to approve the financial statements for June 2014 as submitted. The motion passed unanimously.

6. 2015 MADACC Budget

a. Budget Subcommittee Appointment

Mr. Pearson reported having talked with Ms. Sparapani and Ms. Proeber regarding the 2015 MADACC budget. Mr. Pearson suggested Mr. Weber and Mr. Summerfield join in on budget meetings as in past years.

7. Adjournment

There being no further business, a motion was made by Mr. Weber and seconded by Mr. Schaeve to adjourn the meeting of July 15, 2014 at 1:32pm. The motion passed unanimously.

Respectfully submitted,

Laura Proeber
Operations Manager